

Job Evaluation Rating Document

<p>CUPE, SEIU, SGEU, SAHO</p> 	<p>Job Title <u>Food Services Supervisor</u></p> <p>Date <u>October, 2000</u></p> <p>Revised Date <u>2004</u></p> <p>Revised Date <u>March 12, 2019</u></p>	<p>Code</p> <hr/> <p>004</p>
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<p>Decision Making</p> <p>Provides input into the setting of goals and objectives for the department. Coordinates the development and implementation of standards. Develops solutions to address problems in food supply, menu planning and staffing.</p>	<p>Degree</p> <hr/> <p>4.0</p>
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<p>Education</p> <p>Grade 12. Food and Nutrition Management Diploma (Saskatchewan Polytechnic - 1597 hours).</p>	<p>Degree</p> <hr/> <p>4.0</p>
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<p>Experience</p> <p>Twenty-four (24) months previous experience in a nutrition and food services environment. Twelve (12) months on the job to develop administrative/supervisory/clinical skills, knowledge of collective agreements and to become familiar with department policies and procedures.</p>	<p>Degree</p> <hr/> <p>6.0</p>
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<p>Independent Judgement</p> <p>Coordinates and ensures standards are followed through the application of generally accepted practices. Work involves a choice of methods, procedures, analysis and trouble shooting when solving food production and quality control issues.</p>	<p>Degree</p> <hr/> <p>4.0</p>
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<p>Working Relationships</p> <p>Requires appropriate tact when discussing clients/patients/residents nutrition issues and making menu item recommendations. Regular contact with clients/patients/residents and vendors in providing nutrition and food services. Secures cooperation of staff and students through persuasion and motivation.</p>	<p>Degree</p> <hr/> <p>3.5</p>
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Food Services Supervisor

Code

004

Impact of Action Misjudgement in production planning may result in wastage/increased costs. Inadequate maintenance may result in equipment breakdowns and serious service delays. Failure to ensure food safety and diet restrictions may result in serious discomfort to clients/patients/residents.	Degree 3.0
Leadership and/or Supervision Provides regular direction and sets goals and objectives for the department. Assigns and checks work of staff. Schedules and replaces staff.	Degree 4.0
Physical Demands Occasional physical effort walking and standing while performing a variety of tasks, unpacking supplies, menu marking and filing.	Degree 1.0
Sensory Demands Regular sensory effort when observing meal assembly, preparing reports, listening to equipment sounds, instructing/listening to staff, phone calls, and client/patient/resident concerns with periods of competing multiple sensory demands.	Degree 2.5
Environment Occasional exposure to minor hazards such as interruptions and multiple deadlines.	Degree 2.0